



Navy Voluntary Education (VOLED)

NCPACE Command Coordinator (ESO) Brief

The content in this briefing is for informational purposes ONLY.
Please contact your servicing Navy College Program Office for
further instructions on participation in the NCPACE program.

30 SEP 16

<https://www.navycollege.navy.mil>



NCPACE Remote Process

- ▶ The objective is to leverage technology and continue NCPACE programs where Navy College may not have a presence on an installation.
- ▶ Commands using the Remote Process will follow the NCPACE Command Coordinator Checklist located at the Navy College Program website at <http://www.navycollege.navy.mil>
 - Go to the "Commands" tab across the top, then "NCPACE".



Why NCPAGE?

- ▶ Provide educational opportunities to eligible Sailors at commands with type 2 & 4 UICs.
- ▶ Provide alternate education delivery methods compatible with sea duty.
- ▶ Allows commands to tailor an education program to meet operational schedule.





Eligibility

- ▶ Navy personnel at NCPACE eligible commands.
- ▶ Marines (Ship's Company and embarked) may only participate in Instructor Led (IL) courses on a space available basis.
- ▶ Army, Air Force and Coast Guard personnel are not eligible.



NCPACE Orientation Services

- Command Brief
- Crew Brief(s)
- Individual Education Counseling
- Education Plan
- Course Registration via NCPACE Contractor
- Command Debrief



NCPACE Command Coordinator Responsibilities

**NCPACE
Timeline**

**NCPACE
Planning**

**NCPACE
Delivery
Options**

**NCPACE
Terms**

**NCPACE
POCs**

**NCPACE
Reporting
Requirement**

**NCPACE
Enrollments**

**NCPACE
Monitoring**

**A
SUCCESSFUL
NCPACE
PROGRAM**



NCPAGE Timeline

- ▶ Planning/Training
 - 180 days
- ▶ Command Brief
 - 120 days
- ▶ Counseling/Pre-registration/Registration/Command Debrief
 - 120 - 75 days
- ▶ Monitoring and Tracking
 - Ongoing



NCPACE Terms

- ▶ Command determines term dates to fit operational schedule
- ▶ Term Lengths vary depending on delivery method
- ▶ Command may request Extensions/Incompletes/Command Supported Withdrawals



NCPACE Delivery Options

- ▶ Instructor Led (IL)
 - Classroom courses taught by instructor (civilian or military)
- ▶ Distance Learning (DL)
 - Courses are stand alone and do not require internet access (exception: certain graduate courses)
 - CDROM, DVD, PDA, or MP4
- ▶ Command may run IL, DL or both depending on their eligibility
 - Command responsible for providing messing and berthing
 - Messing costs paid by the contractor



NCPACE - Planning

- ▶ NCPACE can be conducted year-round.
- ▶ If not deploying terms can be requested singularly
- ▶ Planning cycle for an upcoming deployment:

Deployment minus 3 months	Deployment minus 2 months	Deployment minus 1 month	Deployment 1 st month	Deployment 2 nd month	Deployment 3 rd month	Deployment 4 th month	Deployment 5 th month	Deployment 6 th month
Inspections? Workups?	Underway? Sea Trials? Workups?	POM <u>Predeployment</u> <u>Standdown</u>	Distance Learning (DL) Term One			Distance Learning (DL) Term Two		
			Deployment					
			Instructor Led (IL) Term One		Instructor Led (IL) Term Two		Instructor Led (IL) Term Three	



NCPACE Enrollments

- ▶ Instructor Led class:
 - Minimum of 10 students enrolled.
 - Minimum 2 college sections or 2 academic skills and one college section.
- ▶ Distance Learning courses:
 - No minimum enrollment.
- ▶ Students must meet required course prerequisites as listed in the NCPACE catalog.
 - Placement testing may be required.



NCPACE Reporting Requirements

- ▶ Report templates
 - Course Request, Final Roster, Completion
 - Available from your NCO POC/NCP Rep.
 - Can be downloaded from the Navy College Program website at the following link - <https://www.navycollege.navy.mil>
 - Go to the "Commands" tab across the top, then "NCPACE"
 - Reports transmitted via email



NCPACE Reporting Requirements and POCs

	IL - Instructor Led			DL - Distance Learning		
	Request	Final Roster	Completion	Request	Final Roster	Completion
Navy College Program POC	X	X	X	X	X	X
Regional Director, if applicable	X	X	X	X	X	X
NCPACE Ordering Office Paceorders@navy.mil	X	X	X	X	X	X
NCPACE COR NCPACE@navy.mil	X	X	X	X	X	X
Command Triad (CO, XO, SEL)	X	X	X	X	X	X
CTC - DL Coordinator	<u>NO</u>	<u>NO</u>	<u>NO</u>	<u>NO</u>	X	X
CTC - IL Coordinator	<u>NO</u>	X	X	<u>NO</u>	<u>NO</u>	<u>NO</u>



NCPACE Monitoring

- ▶ Ongoing monitoring and tracking
- ▶ Exams
 - IL – Instructor Administered
 - DL – NCPACE Command Coordinator or designated proctor secures and administers exams
 - Completes and signs exam package checklists
- ▶ Books and materials
 - Students responsible for purchasing
 - For IL - NCPACE Command Coordinator will secure materials for instructor
 - For DL - NCPACE Command Coordinator will receive and distribute materials purchased through the contractor
- ▶ Surveys
 - Command Coordinator – Instructor Evaluation
 - Students (Both IL & DL)



Navy College Program Overview

- ▶ Navy College Education Counselors
- ▶ Tuition Assistance (TA)
- ▶ United Services Military Apprenticeship Program (USMAP)
- ▶ Academic Skills
- ▶ Navy College Offices / Virtual Education Center(VEC)
- ▶ JST - Joint Services Transcript
- ▶ Testing
- ▶ Graduate Education/Advanced Education Vouchers
- ▶ Oversight of on-base college/university programs
- ▶ Navy COOL



Questions



Navy College Office/Navy College Program Representative Contact Info (Primary NCPACE POC)

- Name
- Location
- Phone/email/fax
- Hours

VEC Contact Info

- Phone: 1-877-838-1659 or DSN 492-4684 or Commercial 757-492-4684, DSN: 492-4684
- Fax Number: 757-492-5095
- Help Request: http://supportsystem.livehelpnow.net/new_ticket.aspx?cid=30432
- 0600 - 2100 EST, Monday-Friday